



DEPARTMENT OF THE NAVY
COMMANDER
NAVAL EDUCATION AND TRAINING COMMAND
250 DALLAS STREET
PENSACOLA, FLORIDA 32508-5220

5761
Ser N00/385
31 Aug 15

MEMORANDUM FOR THE RECORD

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY
NATIONAL DEFENSE CADET CORPS HOST UNIT APPLICANT RANKING
CRITERIA

Ref: (a) OPNAVINST 5761.1
(b) 10 U.S.C. 2031
(c) 10 U.S.C. 2034 (b)
(d) DoD Instruction 1205.13 of 6 February 2006
(e) OSD Deputy Director, Accession Policy Guidance of 25
Oct 2006

Encl: (1) Calculation Examples

1. Cancellation. Commander, Naval Education and Training
Command Memorandum for the Record 5761 Ser N00/1309 of 30
October 2013.

2. Reference (a) establishes the guidelines and procedures for
the Navy Junior Reserve Officers Training Corps (NJROTC) and
Navy National Defense Cadet Corps (NNDCC) programs. Subject to
availability of funds, Naval Service Training Command (NSTC)
should consider applications for NJROTC units in the following
order of priority:

a. Priority One. Schools that hosted an NJROTC unit but
were disestablished by the Navy for enrollment non-compliance in
2011 or later, currently host an NNDCC unit that is in good
standing, have reapplied for an NJROTC unit, and have met the
criteria for an NJROTC unit listed in reference (b) for each of
the last two consecutive academic years preceding establishment.

b. Priority Two. Schools that have not hosted an NJROTC
unit, currently host an NNDCC unit, have applied for an NJROTC
unit, and have met the criteria listed in reference (b) for each
of the last two consecutive academic years preceding
establishment request.

c. Priority Three. Schools that have not hosted an NJROTC
or NNDCC unit prior to the date of their NJROTC application.

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY
NATIONAL DEFENSE CADET CORPS HOST APPLICANT RANKING
CRITERIA

3. Reference (a) directs that subject to availability of funds, NSTC should select schools for NNDCC unit establishment that meet eligibility criteria per reference (c).

4. References (a) through (d) require that Navy provide for a fair and equitable geographical distribution of units with no more than one JROTC unit in a school, except for Military Institute schools. Reference (e) prescribes a process for implementing a fair and equitable distribution for all service JROTC programs.

5. Reference (a) requires that schools desiring to start a unit in the following school year submit host school applications no later than 15 September of each year. NSTC Citizenship Development Directorate collects annual program enrollment data on 1 October of each year. References (a) and (d) require Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN (M&RA)) establish and reestablish new units. NSTC will prepare a prioritized list of host school applicants for ASN (M&RA) approval after the 1 October enrollment reports, for NJROTC and NNDCC units, using specific ranking criteria.

6. Ranking Criteria. NSTC will apply the following ranking criteria within each priority category of NJROTC and NNDCC host school applicants using a point value calculated with a maximum total of 100 points. NSTC will use the criteria in paragraph 6b to break ties so that each school receives a distinct ranking.

a. Selection Ranking Criteria in Order of Precedence:

(1) The number of consecutive academic years the unit has been compliant with the statutory minimum enrollment requirements for an NJROTC unit as detailed in reference (b). The unit must meet enrollment compliance for a minimum of two consecutive years. This criterion only applies to NNDCC units in Priorities One and Two with NJROTC unit applications on file. NSTC will not assign this criterion a point value.

(2) Fair share distribution of units. To ensure a fair and equitable distribution of units, NSTC will use the Office of the Secretary of Defense approved formula in reference (e) and the number of high schools in the nation listed at the National Center of Education Statistics (NCES) Website (<http://nces.ed>).

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY
NATIONAL DEFENSE CADET CORPS HOST APPLICANT RANKING
CRITERIA

gov/globallocator). NSTC assigns point values to schools in each state based on where their state falls relative to the program mean. Enclosure (1) provides example calculations. SD = standard deviation.

- (a) More than 1 SD below the mean: 40 Points
- (b) Less than mean, within 1 SD: 30 Points
- (c) Greater than mean, within 1 SD: 20 Points
- (d) More than 1 SD above the mean: 0 Points

**Distribution
accounts for
40% of score**

(3) Diversity. NSTC will compare the diversity of the applicant's school population to the national average found at the NCES Website (<http://nces.ed.gov/fastfacts/display.asp?id=55>) assigning each school a point value on where it falls relative to the distribution. Enclosure (1) provides example calculations.

- (a) More than 1 SD above the mean: 20 Points
- (b) Greater than mean, within 1 SD: 15 Points
- (c) Less than mean, within 1 SD: 10 Points
- (d) More than 1 SD below the mean: 5 Points

**Diversity
accounts for
20% of score**

(4) Enrollment. NSTC values schools that have enrollment potential to support a unit with over 100 Cadets. References (a) through (d) require a minimum NJROTC unit enrollment of 100 cadets or 10% of eligible students in a grade above the 8th grade for NJROTC, and a minimum of 50 Cadets for NNDCC host units. The NJROTC program requires two instructors. Experience shows that schools with fewer than 500 students are inefficient from both the school's and the Navy's perspective and do not support sound fiscal stewardship. Accordingly, NSTC does not consider schools with student enrollment less than 500 for NJROTC hosts, but does consider them for an NNDCC program. Because Navy prioritizes established NNDCC programs for NJROTC unit expansion, school student enrollment is a factor in ranking new NNDCC host unit applicants. The standard deviation is estimated at 193, and 500 students is the criteria floor. NSTC assigns point values for enrollment based on the following:

- (a) More than 1,193 students: 15 Points
- (b) 1,192 -1000 students: 10 Points
- (c) 999-501 students: 5 Points
- (d) Less than 500 students: 0 Points

**Enrollment
accounts for
15% of score**

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY
NATIONAL DEFENSE CADET CORPS HOST APPLICANT RANKING
CRITERIA

(5) Schedule. The program prefers schools with conventional or alternating block schedules. These schedules are best for incorporating the curriculum and maintaining a challenging progression. NSTC assigns point values for each schedule type, relative to the schedule's value in incorporating the curriculum.

- (a) 7 period conventional: 10 Points
- (b) Alternating Block : 10 Points
- (c) 4x4 block: 5 Points
- (d) 6 period conventional: 0 Points

Schedule
accounts for
10% of score

(6) Higher Education. NSTC values schools that promote higher education. The number of students at the applicant's school that pursue enrollment in higher education will be compared data of the nationwide average available at the National Center for Higher Education Management Systems Website (<http://www.higherfindinfo.org/dbrowser/?level=nation &mode=data&state=0&submeasure=63>). Enclosure (1) provides example calculations.

- (a) More than 1 SD above the mean: 10 Points
- (b) Greater than mean, within 1 SD: 7 Points
- (c) Less than mean, within 1 SD: 5 Points
- (d) More than 1 SD below the mean: 0 Points

Higher
Education
accounts for
10% of score

(7) Title I status. NSTC seeks to improve the academic achievement of the disadvantaged by providing citizenship development and extracurricular activities preferentially to schools with Title I status, as described at the U.S. Department of Education Website (<http://www2.ed.gov/programs/titleiparta/index.html>). NSTC will use reference (e) to determine each school's Title I school-wide status. Schools granted school-wide Title I status are awarded 5 points.

- (a) Title 1 School-wide status: 5 Points
- (b) No Title 1 School-wide status: 0 Points

Title 1 status
accounts for 5%
of Score

b. Selection Ranking Criteria for Tie Scores. In the event that a host school applicant has the same score within a priority category, NSTC will use the following to rank each school.

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY
NATIONAL DEFENSE CADET CORPS HOST APPLICANT RANKING
CRITERIA

(1) For Priority Three NJROTC and NNDCC host applicants, the date of initial submission of a host unit application, with the oldest application dates on file given priority over newer applicant schools.

(2) The actual fair share percentage of units in the applicant's state, with priority given to the lower percentage state. NSTC will use the actual state representation percentages vice the distribution score values.

(3) If the above two criteria do not break a tie score, and it is imperative that the tie be broken in order to fund opening only one of the tied schools, Commander, NSTC may delay the unit openings until sufficient funding is available, or approve a ranking priority as deemed appropriate.

7. Table 1 summarizes ranking and tie breaking criteria for each host school priority.

Table 1: Ranking Criteria

Priority	Ranking Criteria	Tiebreaking Criteria
One	1 thru 7	2 & 3
Two	1 thru 7	2 & 3
Three	2 thru 7	1, 2 & 3
NNDCC	2 thru 7	1, 2 & 3



M. S. WHITE

Calculation Examples

Naval Service Training Command (NSTC) will derive the mean number from the source indicated and calculate standard deviations (SD) above and below the mean as described. NSTC will round points to the nearest whole number.

Example 1: Fair share distribution points.

- Sources: References (e) and (f).
- Mean: Each state relative percent of fair share units is calculated: number of units operating/fair share of operating units, using number of schools per state/number of schools in nation as a benchmark. The mean for the program is the total percentage of all states summed/52 (number of states + District of Columbia (DC) + Department of Defense Dependents Schools (DoDDS)). Example, in 2015, the total for all 50 states + DC + DoDDS percentages is 5031% and the max is Florida at 505%. Total percentage points $(5031\%)/52 = 110\%$.
- Less than 1 SD below: $.659 \times 110\% = 72\%$. States less than 72% receive the maximum of 40 points.
- 30 points for less than the mean but not more than one SD less (between 72% and 110% in the example).
- Greater than 1 SD above the mean: $110\% + .341 \times (505 \text{ (max)} - 110 \text{ (mean)}) = 245\%$. States above 245% receive no points.
- 20 points for only greater than the mean by less than 1 SD (between 110% and 245% in the example).

Example 2: Diversity points.

- Source: Reference (g)
- Mean: During academic year 2011-2012, the most recent data reported by National Center of Education Statistics (NCES), the racial and ethnic composition of students enrolled in public schools was 54% non-Hispanic white. The remaining percentage of students is derived as the racial and ethnic diversity mean: 46%.
- 1 SD above: $46\% + (.341 \times 54\%) = 64\%$. Schools with diversity greater than 64% receive the maximum of 20 points.
- Schools with diversity between the mean (46%) and a 1 SD above the mean (64%) receive 15 points.
- 1 SD below = $.659 \times 46\% = 30\%$. Schools with diversity between 30% and 45% receive 10 points.
- Schools with diversity less than 1 SD below the mean (<30%) receive 5 points.

CALCULATIONS CONTINUED

Example 3: Higher Education points

- Source: Reference (h).
- Mean: The number of nationwide students that go directly into college: 63% for the most recent data.
- 1 SD above: $63\% + (.341 \times 37\%) = 76\%$. Schools with greater than 76% of graduates pursuing higher education receive 10 points.
- Schools between the mean (63%) and a 1 SD above the mean (76%) receive 7 points.
- 1 SD below = $.659 \times 63\% = 42\%$. Schools between 42% and 63% receive 5 points.
- Schools less than 1 SD below the mean (<42%) receive 0 points.